



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

SHELLY EDGERTON
DIRECTOR

BOARD OF MECHANICAL RULES

Ottawa Building, Conference Room #2, Upper Level
611 West Ottawa Street
Lansing, MI 48933

MINUTES

August 17, 2016

9:00 a.m.

MEMBERS PRESENT

Mr. Robert Fosburg
Mr. Bruce Seiler
Ms. Catherine Gay
Mr. Craig Howson
Mr. Robert Logan
Mr. Brian Williams
Mr. Kenneth Misiewicz
Mr. Mark Riley

MEMBERS ABSENT

Mr. Richard Dvorak
Mr. Matthew Marsiglio
Mr. Gerald Philo
Mr. Kevin Carden
Mr. Christopher Freeman
Mr. Christopher Fuller
Mr. Daniel Grafmiller

DEPARTMENT PERSONNEL ATTENDING

Mr. Keith Lambert, Deputy Director, Bureau of Construction Codes
Mr. Kevin Kalakay, Chief, Mechanical Division, Bureau of Construction Codes
Ms. LeeAnn Allaire, Manager, Administrative Services Division, Bureau of Construction Codes
Ms. Hillary Cushman, Analyst, Administrative Services, Bureau of Construction Codes
Ms. Lakisha Thomas, Assistant, Administrative Services Division, Bureau of Construction Code
Ms. Marnie Wills, Deputy Director, Policy Office, Department of Licensing and Regulatory Affairs

OTHERS IN ATTENDANCE

None.

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chairman Misiewicz called the meeting to order at 9:00 a.m. A quorum was determined as 8 members were present.

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2. APPROVAL OF AGENDA

A **MOTION** was made by board member Howson and **SECONDED** by board member Logan to approve the agenda. **MOTION CARRIED.**

3. APPROVAL OF MINUTES

A **MOTION** was made by board member Fosburg and **SECONDED** by board member Gay to approve the minutes of the May 18, 2016 meeting. **MOTION CARRIED.**

4. BUREAU REPORT

- a) Mr. Lambert reported on the reorganization the Bureau of Construction Codes underwent. A new Licensing and Complaints Division was created particularly for the different licensing applications. This staff will also handle complaints.
- b) An email was sent to board members, as well as licensees, regarding organizational changes. The bureau will be attempting to go 100% electronic, however hard copies will still be accepted. Licensing information is available on our website.
- c) Board and Commission meetings will be handled by Ms. LeeAnn Allaire and Lakisha Thomas of the Administrative Services Division. This change is to ensure consistency in the operation of the board meetings.
- d) "Trades Connection" will take the place of the "Codes Work" newsletter. This newsletter will be available quarterly and will have shorter articles that will pertain to what is affecting the construction industry.
- e) Chairman Misiewicz attended the joint training on July 28, 2016, on the Accela e-PlanCheck. This training involved Bureau of Health Facilities, Bureau of Fire Services and Bureau of Construction Codes. Accela will allow plans to be submitted electronically. The bureau plans to conduct an internal training for its customers to help with online permitting and licensing.
- f) Plumbing exams are scheduled to be conducted through PSI on September 21, 2016. Customers will be able to test throughout the state in five different locations six days a week. Mechanical will be the only exam not conducted through PSI.
- g) Pocket licensing cards that are printing with classifications missing will not be reprinted. Locals are responsible for checking the website for verification of proper licensing.
- h) The next licensing rules hearing is scheduled for September 22, 2016. Notification is posted on the website.

- i) Mr. Lambert asked members for any suggestions regarding the Legislative update. Board member Riley suggested that anything regarding the Forbes Mechanical Act and the Skilled Trades would be beneficial.
- j) Ms. Wills spoke briefly on the Skilled Trades Act.

5. OLD BUSINESS

- a) Mr. Lambert stated that there will be no changes to the board functions and responsibilities.

6. NEW BUSINESS

None.

7. PUBLIC COMMENT

None.

8. NEXT MEETING

November 30, 2016

9. ADJOURNMENT

A **MOTION** was made by board member Logan and **SECONDED** by board member Howson to adjourn the meeting at 9:33 a.m. **MOTION CARRIED.**